

MSC Executive Board
March 2, 2016 Online Meeting
1:00 p.m.

ROLL CALL: Jack Albrecht , Diane Anderson , Wendy Campbell , Lisa Mecklenberg Jackson, Sinda Puryer , Kathy Robins, Mark Wetherington, Sonja Woods

MSL Reps: Jessie Goodwin, Amy Marchwick, Jemma Hazen, Cara Orban

Guests: Becky Krantz, Denise Ard

Approval of minutes: Diane moved to adopt the minutes of the January 6, 2016 Executive Board meeting as submitted. Seconded by Sonja. No discussion. Approved.

Terms of MSC Executive Board members – Lisa reminded the board that 7 of 9 terms are ending this spring, leaving only 2 experienced board members for the next year. To prevent this lopsided turn-over in board membership, we need to stagger the election cycle. Three of the 7 will agree to run for a 1-year term ending in 2017 with one doing a two-year term. This will serve as their second term as allowed in the MSC Bylaws. In that way, we will have elections for 5 spots in 2016 and 4 spots in 2017, a much more manageable turnover ratio. In order to achieve this, Diane moved that we have a motion to suspend the bylaws at the spring members meeting allowing for a special vote through which 3 board positions would be elected for 1-year terms and 4 board positions elected for 2-year terms. Seconded by Sonja. Passed. Sinda will announce as soon as possible to the MSC listserv that we will have elections at the spring members meeting. She will ask for candidate bios to be submitted to Jessie by April 4 so they can be added to the spring meeting materials at least 3 weeks prior to the membership meeting. Elections this spring:

Three 1-year terms:

- HS/district school libraries (currently held by Diane Anderson)
- Western-at-large (currently held by Jack Albrecht)
- Academic libraries (currently held by Sinda Puryer)

Four 2-year terms:

- Special libraries
- K-8 school libraries
- Eastern-at-large
- Medium public libraries (currently held by Mark Wetherington)

Bylaws changes – We looked at potential bylaws changes last month. Lisa will re-send those changes to the executive board in order to have a vote at the special board meeting in April.

Courier – Cara Orban presented a cost share formula for the purpose of ensuring sustainability of the courier system and to assist libraries who have not been able to participate in the system. This would help MSC encourage resource sharing to a greater extent. Libraries need access to hubs. Cara will describe the cost share formula to the NAC at their next meeting. She would like to present it to the MSC membership, asking if they are willing to help sustain Infrastructure for resource sharing. The

proposal asks for \$8,900 from both MSC and LSTA. Funds would be used to offset the cost of Libraries serving as hubs. The board invited Cara to speak about this at the spring members meeting.

Technical Services Online Summit - Jessie: MSL is planning an online meeting about the future of technical services in Montana and especially MSC. It will take place on April 13 in the morning and will focus on those who set policy and budgets in public libraries. Acquisitions and technical services will be included in the topics of discussion.

Enterprise Catalog Updates - Jessie: MSC is pulling back on making cosmetic changes to Enterprise until the MSC Administration is fully staffed again. Profile logins for Enterprise Admin Console will be added for a few libraries so they can administer their own rooms and html. This roll-out will be slow and careful. MSC is tracking outages of Enterprise. There is no firm end date for eLibrary until Enterprise is stable. MSC is monitoring how long it takes to see the "Place Holds" button in Enterprise. Removal of non-active holds on 3/2/16 may help. On Order items are invisible to patrons in some libraries. The differences between the Acquisitions processes of multiple libraries need to be addressed. MSC is working with SirsiDynix on this.

Blue Cloud Analytics – Jessie report that there has been a couple of trainings with testers. Diane Anderson and Kelly Reisig have been working in it quite a bit and making progress. MSC will have demos at MLA as well as the spring members' meeting. We are not ready to get rid of Director's Station yet because BCA does not have circ stats. A major patch is on its way and that may affect usability. Jemma reported that BCA is good at pulling counts for reorganization documents, user data, and discard reports. Diane said she loves BCA and encourages users to do the exercises in the guides and it will come together.

Reorganization timeline updates – Amy is working on completing the reorganization. She is nearly done with updating item categories. There is a limit to the number of records that can be changed in a day – 30,000, which slows down the processes some. This same issue will happen when home locations are updated. Jessie said that email concerning changes to home location will be sent to libraries on March 9. Libraries will have until April 15 to get back to MSC with their decisions about changes. MSC will begin the home location changes in May and complete the process by the end of June. Jessie asks that board members remind libraries about home location emails. Jemma will provide bullet points.

New Circ Rules – Jessie said that MSC staff drafted a proposal for criteria to add new circ rules when and if libraries ask for them. Jessie will present the proposal to the MSC Executive Board at the July retreat.

Spring Members Meeting - Jessie is working on the MSC budget and would like a special meeting of the executive board at MLA to discuss it and firm up the agenda for the spring meeting. There will be in person and online access for the spring members meeting. Lisa will find a location for the sharing group meeting and executive board meeting on May 5. Jemma reported that the spring members meeting will take place on May 6 at the Carroll College Student Center meeting room. There will be parking passes available and Sodexo will handle food. The agenda must be set and posted 3 weeks in advance of the meeting – April 15. The last day to make changes to the agenda is April 12.

Budget - Jessie is preparing it and it will be talked about at special meeting. Laptop cases for the training laptops that were sent are not the correct case. They will be sent back and re-ordered at no additional cost.

Message from Jessie: She appreciates the chance to serve the MSC. The completion of the reorganization will free up staff time for other things. Priorities are: hiring a trainer and turning on patron checkout history for those libraries and patrons who opt-in. Her door is always open.

Kathy moved to adjourn at 2:41 pm. Sonja seconded. Passed.

Submitted by,
Kathy Robins